



CITY of WILMINGTON North Carolina

P.O. BOX 1810
28402

OFFICE OF THE CITY MANAGER
(910) 341-7810
FAX (910) 341-5839
TDD (910) 341-7873

10/17/2007

City Council
City Hall
Wilmington, North Carolina 28401

Dear Mayor and Councilmembers:

Attached for your consideration is a resolution authorizing award of the On-Call Stormwater Design Contracts for the three (3) year period the following firms.

McKim and Creed Engineers, Wilmington, NC
Kimley Horn Engineers, Raleigh, NC
Moffit and Nichols, Raleigh, NC
Dewberry and Davis, Raleigh, NC

On-Call contracts are defined as contracts that allow the City to pre-select a design firm for specific needs and then further select the firm that best meets the needs of the project and the particular expertise that is likely to be needed for that project. By preselecting the firm, the City can proceed with project much quicker than under ordinary circumstances. The preselection also saves the City and the engineering firms significant time and money by performing the RFQ submittal once and eliminating the need for the development of a RFQ for each project and interviewing for each project.

Once staff has identified the project and secured the necessary funding, the preselected firm that meets the needs of that particular project will be contracted and provided a draft scope of services. The City and the firm would agree on the scope of services and the firm will submit a fee. Once the fee is finalized, the formal award of that particular project would be presented to Council for consideration either in the form of a Purchase Order memo or at a formal Council meeting.

The above referenced firms were selected by a broad based review team following receipt of nineteen (19) Qualification Statements and interviews with (7) seven of the firms submitting. Selection was based on the particular experience and expertise each firm has with a particular aspect of stormwater design. Experience and expertise were considered for the following areas: Stream restoration, stormwater quality and best management practices, hydraulic and hydrologic

modeling, public involvement and permitting.

Upcoming projects include:

Fiscal Year: 07-08

Cavalier Drive Drainage Relief

Doctors Branch Stream Bank Stabilization

S. Branch Bradley Creek and Michelle Drive Drainage Relief

Fiscal Year: 08-09

Wisteria Clearbrook

Fiscal Year: 09-10

Greenville Avenue/White Avenue

Cardinal Drive

Passage of the attached Resolution is recommended.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "S. B. Cheatham", with a long horizontal flourish extending to the right.

Sterling B. Cheatham
City Manager

Resolution



City Council
City of Wilmington
North Carolina

Introduced By: Sterling B. Cheatham, City Manager

Date: 10/17/2007

**Resolution Authorizing Award of the On-Call Design Services Contracts for
Stormwater Design Projects**

LEGISLATIVE INTENT/PURPOSE:

Awarding a three (3) year On-Call Stormwater Design services contracts for stormwater projects

THEREFORE, BE IT RESOLVED:

That the On-Call Stormwater Design services contracts are awarded to the following firms for a period of three (3) years.

McKim and Creed Engineers, Wilmington, NC
Kimley Horn Engineers, Raleigh, NC
Moffit and Nichols, Raleigh, NC
Dewberry and Davis, Raleigh, NC

Bill Saffo, Mayor

Adopted at a _____ meeting
on _____, 2007.

ATTEST:

City Clerk